

DEPARTMENT OF THE NAVY
Office of the Chief of Naval Operations
Washington, DC 20350-2000

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2 April 1991

OPNAV INSTRUCTION 1560.10A

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)

Subj: ADMINISTRATION OF THE NAVY'S NATIONAL APPRENTICESHIP PROGRAM

Encl: (1) Procedures Governing the Navy's National Apprenticeship Program

1. Purpose. To issue guidance and procedures for the administration and management of the Navy's National Apprenticeship Program. This instruction is a total revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 1560.10.

3. Background. The Navy's National Apprenticeship Program supports the professional development of naval personnel, reinforces the rating skills of those personnel who qualify for the program, and encourages the reenlistment of registered personnel in order to complete the apprenticeship. NOTE: The terms "apprentice" and "apprenticeship" as used in civilian programs are not the same as the apprenticeship associated with pay grade E-2.

4. Discussion

a. The Navy's National Apprenticeship Program is managed by the Chief of Naval Education and Training (CNET) in cooperation with the Bureau of Apprenticeship and Training of the U.S. Department of Labor.

b. The advantages of the program are that it motivates members to further develop their skills and knowledge in rate and allows enlisted personnel to receive appropriate civilian certification for skills attained in rate.

c. Registration in the Navy's National Apprenticeship Program is open to active duty personnel in those ratings listed in enclosure (1). Registration in the program will be automatically cancelled when a person is discharged, separated, released to inactive duty, or retired.

d. The Navy's program shall adhere to the same standards as those imposed upon similar programs in the civilian sector. If it is to earn the confidence, respect, and acceptance of the employers in the civilian trade sector, it must be of equal quality, duration, and difficulty.

e. Enclosure (1) sets forth the procedures and guidance for administration of the Apprenticeship Program.

5. Responsibility. The Chief of Naval Operations has directed the Chief of Naval Education and Training to administer the Navy's National Apprenticeship Program, and the latter has designated the Commanding Officer, Naval Education and Training Program Management Support Activity as the CNET agent for all matters relating to the Navy's National Apprenticeship Program within the Naval Education and Training Command. Specific areas of responsibility are delineated in enclosure (1).

6. Required Reports. The only required report is the Apprentice Progress/Status Report (CNET 1560/2), to be submitted semi-annually by the member to CO, NETPMSA (Code 0433), Pensacola, FL 32509-5100. These reports are exempt from reports control by SECNAVINST 5214.2B.

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Deputy Chief of Naval Operations
(Manpower, Personnel and Training)
Acting

(continued on next page)



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PART I

GENERAL INFORMATION

1. Introduction

a. The Navy's National Apprenticeship Program was established by written agreement between the Secretary of Labor and the Secretary of the Navy on 24 March 1976.

b. The objectives of the Navy's National Apprenticeship Program are to develop highly skilled Navy-oriented journeymen who will continue to utilize their technical skills and knowledge within the Navy and who will incidentally qualify for employment in a recognized civilian trade after the expiration of their enlistment or upon retirement. Adherence to the standards of an apprenticeship program will also reinforce efforts leading to advancement in rating by the individual apprentice. The success of the program will promote wide recognition of the value of Navy training and experience. NOTE: Required training that is outside the normal training pipeline shall not be approved merely for the sake of meeting apprenticeship requirements.

c. The Chief of Naval Education and Training will approve the trades to be introduced as apprenticeable occupations within the active duty Navy. The identification of a trade for an apprenticeship will depend upon the conditions and trends of the national labor scene; the assurance that selected and registered active duty apprentices will receive work experience and related instruction similar to that received in the civilian sector; the availability of facilities and supervisory personnel for on-the-job training and related instruction, and the assurance that administrative procedures and controls will be exercised in a manner that will earn the confidence and respect of the civilian trade sector.

2. Terminology. The Navy's National Apprenticeship Program for active duty personnel uses the terminology of the Bureau of Apprenticeship and Training of the U.S. Department of Labor as listed below:

a. Apprentice. A person who is properly registered with the Bureau of Apprenticeship and Training of the U.S. Department of Labor.

b. Journeyman. A person who has satisfactorily completed an apprenticeship and who has been awarded a certificate attesting to this completion. Naval personnel completing an authorized

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apprenticeship under the Navy's National Apprenticeship Program will be awarded a Certificate of Apprenticeship completion by the Bureau of Apprenticeship and Training, U.S. Department of Labor.

c. Registration. The action by which a qualified individual is registered as an apprentice by the Bureau of Apprenticeship and Training of the U.S. Department of Labor. Registration of an apprentice can only be accomplished by the commanding officer, officer in charge, or director of the Class "A" or "C" school (which provides related instruction for the apprenticeship) or by the Commanding Officer, Naval Education and Training Program Management Support Activity (CO, NETPMSA). Registration is accomplished by completing an Apprentice Registration Application, CNET 1560/1, and the subsequent issuing of a Work Experience Log to the registrant.

d. Work Experience. Verified on-the-job work in the skill areas required by an apprenticeship trade. It is the responsibility of the apprentice to record the hours of work experience on a Work Experience Hourly Record, CNET 1560/3, and have such entries verified weekly by signature of the leading chief petty officer, work center supervisor, and monthly by the division officer. Work experience is not to be confused with related instruction, item e. below.

e. Related Instruction. The formal or classroom training acquired by successful completion of an applicable Class "A" or "C" school which is required as a condition of registration, and which provides the potential apprentice with the required background knowledge and information of the trade. Related instruction is not interchangeable with work experience.

f. Previous Work Experience. Verified on-the-job work in the skill areas as required by an apprenticeship trade which was completed prior to registration. Hours to be credited as previous work experience, if any, are entered in the Apprentice Registration Application only by the commanding officer, officer in charge, director of the Class "A" or "C" school, or by the CO, NETPMSA at the time of registration. Distribution of these hours is at the discretion of the apprentice, however, not more than 50 percent of the total hours of work experience in a skill area can be completed through credit for previous work experience (i.e., if 400 hours of work experience are required to complete a skill area, the MAXIMUM number of hours of previous work experience which may be credited in that area is 200 hours).

g. Work Experience Log. A booklet issued to the apprentice at the time of registration and held thereafter as a personal possession. The work experience log shall be reviewed during the

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semiannual progress review. The emphasis of the review shall be upon the accuracy and credibility of the hours recorded in the Work Experience Hourly Record, CNET 1560/3. The work experience log identifies the apprenticeship trade and contains the following parts/documents:

- (1) Information for the apprentice.
- (2) National Apprenticeship Standards for the U.S. Navy.
- (3) Work Processes Schedule for the trade.
- (4) Apprentice Progress/Status Report (CNET 1560/2).
- (5) Work Experience Hourly Record (CNET 1560/3).
- (6) Apprentice Registration Application (CNET 1560/1).

Upon completion of the registration application by the applicable "A" or "C" school program administrator, a copy is given to the apprentice to be inserted in the work experience log as part of the permanent record.

(7) Other Documentation. For example, copies of the service record, Page 4; letters from previous employers attesting to previous work experience; copies of documents from non-Navy schools attesting to qualifying related instruction.

h. Work Processes Schedule. A list of the skill areas within an apprenticeship trade, and the hours of work experience required to complete each skill area of the trade. It is often referred to as a "work experience plan." It is simply a breakdown of the work experience to be completed during the term of the apprenticeship. Before an entry is made in the Work Experience Hourly Record, the apprentice must refer to the Work Processes Schedule to determine the skill area in which to record the work experience just completed.

i. Work Experience Hourly Record. A form contained within the work experience log, which is used for the entry and verification of completed hours of on-the-job skills.

j. Certification of Apprenticeship Completion. A document issued by the Bureau of Apprenticeship and Training of the U.S. Department of Labor attesting to the fact that an individual has completed the apprenticeship.

k. Normal Work Day. An eight-hour day is considered a normal work day. Hours logged by the apprentice in excess of

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eight hours shall require an explanation/justification entry in the "Comments" section on the Work Experience Hourly Record by the division officer.

PART II

REGISTRATION/CANCELLATION/SUSPENSION

1. Registration Procedures

a. Qualifications for registration include: graduation from a Class "A" or "C" School applicable to the apprenticeship trade; duty in an authorized apprenticeship trade billet; and a high school diploma or state General Education Development (GED) equivalency certificate. Authorized apprenticeship trades are listed in Part IV.

b. The commanding officer, officer in charge, Director of an applicable Class "A" or "C" School, or CO, NETPMSA is authorized to waive the stated Navy school requirement if the applicant can provide documentation of satisfactory completion of the required hours of related instruction at an equivalent Navy, Army, Air Force, Marine Corps, or civilian school. An individual may register in only one trade at a time. If a second registration form is received for the same trade or an additional trade, it will be returned to the applicant as void. The U.S. Department of Labor requires 144 hours of related instruction for each 2,000 hours of an apprenticeship. Therefore, a 4,000-hour apprenticeship will require 288 hours of documented related instruction; a 6,000-hour apprenticeship will require 432 hours; and an 8,000-hour apprenticeship, 576 hours.

c. The registration process begins by the individual submitting an Apprentice Registration Application, CNET 1560/1, to the commanding officer, officer in charge, director of the applicable Class "A" or "C" School, or CO, NETPMSA. At this time the apprentice may be credited with 1000 hours of previous work experience for each full year of service as petty officer third class or above. Registration at the school is usually accomplished in person, or may be accomplished by mail through the CO, NETPMSA. To register by mail, the applicant will obtain three copies of the application (available from the local Navy Campus Office or shipboard Educational Services Officer), complete the "Application Information" (top half of the form), and forward all three copies, any supporting documentation, and a command endorsement to CO, NETPMSA, Code 0433, Pensacola, FL 32509-5100.

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d. Personnel applying for registration by mail may also be eligible for previous work experience credit in the trade. Supporting documentation should include the following:

(1) A copy of the Page 4 entry of the service record which shows the date when the applicant was advanced to E-4 and/or assigned a Navy Enlisted Classification (NEC) translatable to previous work experience.

(2) Copies of all performance evaluations verifying that the apprentice has worked in the rating (e.g., 4,000 hours credit would require four years of evaluations as third class or above).

(3) Original letters or similar documentation from previous employers which attest to work experience in a skill or skills associated with the apprenticeable trade.

e. The commanding officer, officer in charge, or director of the appropriate "A" or "C" school, or CO, NETPMSA completes the bottom half of the Apprentice Registration Application. An applicant may be credited with 1,000 hours of previous work experience for every full year that the applicant's service record (Page 4) indicates assignment in a rating cited in Part IV for the apprenticeship trade. The applicant's performance evaluations must show work experience in the rate if credit for preregistration hours of experience is to be granted. One thousand hours of previous work experience may also be credited for every full year of work experience in the trade which is verified by an original letter from a previous employer.

f. Credit for previous work experience cannot exceed more than 50 percent of the term of the apprenticeship, e.g., no more than 3,000 hours of previous work experience can be credited to a total 6,000-hour apprenticeship. Portions or fractions of years of previous work experience will not be credited. Only full years of experience will be accepted and credited.

g. Upon completion of all items on the Apprentice Registration Application, the commanding officer, officer in charge, director of the applicable "A" or "C" school, or the CO, NETPMSA will provide the appropriate work experience log to the applicant. The following documents will be included in the log:

(1) One copy of the completed Apprentice Registration Application.

(2) Service record pages and letters, if any, cited in subparagraph d. above.

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h. The original of the completed Apprentice Registration Application will be forwarded by the registering official to the CO, NETPMSA, Code 0433, Pensacola, FL 32509-5100.

2. Cancellation of Registration

a. Registration will be cancelled for any of the following reasons:

(1) At the request of the apprentice.

(2) Receipt of a grade in the lower 50 percent in "Professional Performance" on the Enlisted Performance Evaluation.

(3) Upon discharge or release to inactive duty.

(4) No evidence of work experience in the apprenticeship trade for a period of more than one year (semiannual Progress/Status Report not submitted).

(5) Failure of the apprentice to meet with the commanding officer (or the designated representative) for the required semi-annual progress interviews unless the apprentice has requested suspension of registration.

b. Cancellation of registration is accomplished by submission of an appropriately checked Apprentice Progress/Status Report, CNET 1560/2, signed by one of the following:

(1) The commanding officer or officer in charge of the apprentice.

(2) The Commanding Officer, Naval Education and Training Program Management Support Activity.

c. Cancellation of registration is equivalent to removal from the apprenticeship program; however, an individual can re-enter the apprenticeship program by reapplying for registration. The applicant must submit a letter to the CO, NETPMSA (Code 0433), stating reasons for previous cancellation and reasons why the apprentice wishes to re-register. This should be accompanied by a command endorsement, a new Apprentice Registration Application (CNET 1560/1), and all other required documents. If approved, NETPMSA will process the application and forward the appropriate work experience log to the applicant. If approved, only the number of hours of preregistration work experience originally granted will be awarded.

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d. Cancellation of registration should not be confused with suspension of registration which is discussed in the following paragraphs.

3. Suspension of Registration

a. Suspension of registration is temporary and the apprentice is retained in an inactive status for a maximum of one year. During this time the apprentice may accumulate hours of work experience. The work experience should be entered on the Work Experience Hourly Record, and verified by the leading chief petty officer, work center supervisor and division officer.

b. Suspension is accomplished through the submission of an appropriately checked Apprentice Progress/Status Report to CO, NETPMSA (Code 0433) signed by the following:

(1) The commanding officer or officer in charge of the apprentice.

(2) The apprentice.

c. Suspension will be granted by the CO, NETPMSA and the U.S. Department of Labor if the apprentice is unable to work in the apprenticeship trade for a period of up to one year due to operational requirements, hospitalization, orders to light duty, or assigned to duties not related to the trade in which registered.

d. A suspension will be terminated if the apprentice resumes work experience in the apprenticeship trade within one year after the date of suspension, and submits an appropriately checked, dated, and signed Apprentice Progress/Status Report.

e. Suspension does not require re-registration. The CO, NETPMSA will examine all cases of repetitious suspensions and will determine whether cancellation is justified.

f. An apprentice is urged to earn work experience hours, however small, during a suspension.

g. Suspended apprenticeships in effect beyond one year will be cancelled by the CO, NETPMSA unless an Apprentice Progress/Status Report has been submitted requesting the suspension be lifted.

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PART III

PROGRAM REQUIREMENTS

1. Responsibilities

a. The Chief of Naval Education and Training is the single point of contact with the U.S. Department of Labor regarding all policy aspects of the Navy's National Apprenticeship Program for active duty personnel.

(1) Approves the trades to be introduced as apprenticeship trades within the active duty Navy.

(2) Evaluates the overall effectiveness of the Navy's National Apprenticeship Program.

(3) Arranges for the printing, stocking, and distribution of the forms prescribed for the Navy's National Apprenticeship Program.

b. Commanding Officer, Naval Education and Training Program Management Support Activity

(1) Identifies the trades to be introduced as apprenticeship trades within the active duty Navy.

(2) Assigns responsibility for promulgation of Work Processes Schedules for designated apprenticeship trades.

(3) Ensures acceptable levels of proficiency for apprenticeship trades are met.

(4) Screens and forwards apprenticeship registrations, cancellations, and requests for certificates of completion to the U.S. Department of Labor as required.

(5) Provides technical information and assistance to the commanding officers, officers in charge, and Directors of Class "A" or "C" schools regarding procedures and controls.

(6) Provides assistance to commanding officers and officers in charge of registered apprentices regarding the Navy's National Apprenticeship Program procedures and requirements.

(7) Maintains files on all Navy apprentices for tracking of progress, suspensions, cancellations and completions.

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(8) Acts as registrar for applications generated outside the Class "A" or "C" schools.

c. Commanding Officers, Officers in Charge, or Directors of Class "A" or "C" Schools

(1) Appoint in writing (copy to CO, NETPMSA Code 0433) a command administrator of the Navy's National Apprenticeship Program who will be responsible for following the procedures outlined here.

(2) Counsel and register eligible personnel as apprentices if they have completed the required related instruction. The following will be regarded as required related instruction.

(a) Successful completion of the course(s) appropriate to a trade listed in Part IV.

(b) Documented satisfactory completion of the required hours of related instruction at an equivalent Navy, Army, Air Force, Marine Corps, or civilian school. See Part II, paragraph 1b for the hours of required related instruction.

(3) Ensure eligible registrants are credited only with documented hours of previous work experience under Part I, paragraph 2f. and Part II, paragraph 1f.

(4) Issue the appropriate work experience log with a copy of the completed application to registrants at the time of their registration.

(5) Ensure registrants are counseled as to the conditions and requirements of their apprenticeship.

(6) Retain one copy of the Apprentice Registration Application, CNET 1560/1, and forward the original to the CO, NETPMSA (Code 0433).

d. Commanding Officers of Registered Apprentices

(1) Conduct a semiannual progress review of the apprentice's progress toward completion of the program. It is recommended that the progress interview be conducted by the individual's department head and the report forwarded to the commanding officer for signature.

(2) Ensure the apprentice is afforded an opportunity to work in each of the skill areas indicated in the Work Processes

Schedule.

(3) Cancel the registration of an apprentice for any reason listed in Part II, paragraph 2a.

(4) Suspend the registration of an apprentice for any of the reasons cited in Part II, paragraph 3c.

(5) The commanding officer will ensure the entries in the work experience log have been verified weekly by the leading chief petty officer and work center supervisor, and monthly by the division officer.

(6) As required, request the assistance of the Navy's National Apprenticeship Program Administrator, CO, NETPMSA (Code 0433), autovon 922-1639, for accomplishing the actions prescribed by this instruction.

(7) Provide appropriate recognition for those apprentices receiving certificates of completion.

(8) Provide assistance to registered apprentices and assist prospective apprentices to apply for registration in this program. It is recommended the command career counselor perform this function.

e. Navy Campus Office/Educational Services Officer. Provide copies of required forms to apprentices on an individual basis as requested. Forms may be obtained from NETPMSA (Code 0433).

f. Individual Apprentices

(1) When applying for registration in the program follow the procedures outlined in Part II. Provide all required documentation to substantiate requests for previous work experience. DO NOT begin logging work experience hours until the registration process is complete and you have received your work experience log.

(2) Enter hours of work experience in the Work Experience Hourly Record of the work experience log. Have all entries verified by the leading chief petty officer and work center supervisor at the end of each month. Hours will be logged only in half or full hour increments. NOTE: An eight-hour day is considered a normal work day. If you work during a normal work day, in several skill areas, the number of hours worked should be divided among the applicable skill areas. The hours entered on the Work Experience Hourly Record must be hands-on work experience. Hours spent on other military duties, as a

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supervisor, or in school, do not count as work experience. In the event that mission requirements make it necessary for personnel to work longer than normal eight-hour work periods, the division officer should include an explanation under the "Comments" section of the Work Experience Hourly Record (CNET 1560/3).

(3) Accurately tally all hours logged in the work experience log prior to verification by the leading chief petty officer and work center supervisor.

(4) Schedule a semiannual interview with your commanding officer (or the designated representative) to review your work experience hourly records and progress toward completion of the program.

(5) Submit the original of the semiannual Apprentice Progress/Status Report to the CO, NETPMSA (Code 0433), Pensacola, FL 32509-5100, together with a copy of all work experience hourly records which have been verified since the last progress interview. NOTE: A copy of the semiannual report should be filed in your work experience log.

(6) Request suspension of registration if operational requirements, hospitalization, orders to light duty, or assignment to duties not related to the trade in which registered will prevent working in the skill areas. Suspension is accomplished by submission of an Apprentice Progress/Status Report (CNET 1560/2) under Part II, paragraph 3. NOTE: This is the same form as the semiannual Apprentice Progress/Status Report.

(7) Request a certificate of completion when hours of work experience required by the apprenticeship have been completed. The request is initiated by checking the appropriate block on the Apprentice Progress/Status Report form and forwarding the form, signed by the commanding officer, to NETPMSA (Code 0433). Include with your request a copy of all work experience hourly records verified since the last progress interview.

2. Waivers

a. If the apprentice is unable to complete all of the hours required in a particular skill area before release from active duty, through no fault of the apprentice, a waiver from apprenticeship requirements may be requested. The following information should be provided to CO, NETPMSA (Code 0433), Pensacola, FL 32509-5100, along with the final progress/status

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(1) A letter from the apprentice to the CO, NETPMSA (Code 0433), Pensacola, Fl 32509-5100 stating reasons hours cannot be completed.

(2) Endorsement by the commanding officer or officer in charge of the apprentice.

b. After evaluation by the CO, NETPMSA (Code 0433), the apprentice will be notified as to the disposition of the request.

3. Request for Forms

a. Only commanding officers, officers in charge, directors of Class "A" or "C" schools (providing related instruction for designated apprenticeable trades), and CO, NETPMSA are authorized to issue work experience logs to registered apprentices.

b. Supplies of the forms listed below may be obtained by letter request to the CO, NETPMSA (Code 0433), Pensacola, Fl 32509-5100:

(1) Apprentice Registration Application, CNET 1560/1

(2) Apprentice Progress/Status Report, CNET 1560/2

(3) Work Experience Hourly Record, CNET 1560/3

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PART IV

APPRENTICESHIP TRADES

The Chief of Naval Education and Training and the U.S. Department of Labor have authorized the following apprenticeship trades within the active duty Navy:

1. Air Conditioning and Refrigeration Mechanic (Refrigeration Mechanic)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. Dictionary of Occupational Titles (DOT) Code: 637.261.026.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: EN, MM, UT

2. Aircraft Engine Mechanic (Airframe and Power Plant Mechanic)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 621.281.014.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: AD

3. Armorer (Ordinance Artificer Government)

a. Term (duration) of apprenticeship: 4,000 hours of specified and recorded work experience.

b. DOT Code: 632.261.018.

c. The mandatory related instruction required for registration is satisfied by completion of 288 hours of classroom instruction related to the trade.

d. Source ratings: AO, FT, GM, MT, MN, TM, WT

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4. Aviation Hydraulics Mechanic (Aircraft Mechanic, Plumbing and Hydraulics)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 862.381-010.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source rating: AMH

5. Aviation Safety Equipment Technician

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 621.261-520.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source rating: AME

6. Aviation Structural Mechanic (Mechanic, Field and Service)

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 621.281-026.

c. The mandatory related instruction required for registration is satisfied by completion of 432 hours of classroom instruction related to the trade.

d. Source rating: AMS

7. Aviation Support Equipment Repairer (Military Service)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 639.281-010.

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7. Aviation Support Equipment Repairer (Military Service)
(cont'd)

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source rating: AS

8. Barber

a. Term (duration) of apprenticeship: 2,000 hours of specified and recorded work experience.

b. DOT Code: 330.371-010.

c. The mandatory related instruction required for registration is satisfied by completion of 144 hours of classroom instruction related to the trade.

d. Source rating: SH

9. Calibration Technician

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 019.281.010.

c. The mandatory related instruction required for registration is satisfied by completion of the following course:

A-670-0010, Instrumentman, Class A or
A-670-0018, Opticalman, Class A and
A-670-0043, Precision Physical/Dimensional Measurement
Course leading to NEC 1820 and
A-670-0044, Precision Optical Measurement Course leading
to NEC 1821

d. Source ratings: IM, OM

10. Camera Repairer

a. Term (duration) of apprenticeship: 4,000 hours of specified and recorded work experience.

b. DOT Code: 714.281.014.

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10. Camera Repairer (cont'd)

c. The mandatory related instruction required for registration is satisfied by completion of the following course:

C-670-2012, Photographic Equipment Repair, Class C1

d. Source rating: PH

11. Canvas Worker

a. Term (duration) of apprenticeship: 4,000 hours of specified and recorded work experience.

b. DOT Code: 739.381.010.

c. The mandatory related instruction required for registration is satisfied by completion of 288 hours of classroom instruction related to the trade.

d. Source rating: BM

12. Carpenter (Construction)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 860.381.022.

c. The mandatory related instruction required for registration is satisfied by completion of the following course:

A-170-0011, Advanced Builder, Class A

d. Source rating: BU

13. Cement Mason

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 844.364.010.

c. The mandatory instruction required for registration is satisfied by completion of the following course:

A-710-0010, Builder Course, Class A

d. Source rating: BU

14. Clock Repairer

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 715.281.010.

c. The mandatory related instruction required for registration is satisfied by completion of the following course:

A-670-0010, Instrumentman, Class A and holds NEC 1812

d. Source rating: IM

15. Cook (Any industry)

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 315.361.010.

c. The mandatory related instruction required for registration is satisfied by completion of the following course:

A-800-0025, General Mess Operation or
A-800-0026, Private Mess Operations and
A-800-0018, Advanced Food Preparation
432 hours of classroom instruction related to the trade.

d. Source rating: MS

16. Data Processing Technician (Operations), (Computer-Peripheral Equipment-Operator)

a. Term (duration) of apprenticeship: 2,000 hours of specified and recorded work experience.

b. DOT Code: 213.382.010.

c. The mandatory related instruction required for registration is satisfied by completion of the following course:

A-531-0016, Data Processing Technician, Class A1

d. Source rating: DP

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17. Data Systems Technician (Electronics Technician)

- a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.
- b. DOT Code: 003.161-014.
- c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.
- d. Source rating: DS

18. Dental Assistant

- a. Term (duration) of apprenticeship: 2,000 hours of specified and recorded work experience.
- b. DOT Code: 079.371-010.
- c. The mandatory related instruction required for registration is satisfied by completion of 144 hours of classroom instruction related to the trade.
- d. Source rating: DT

19. Dental Equipment Installer

- a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.
- b. DOT Code: 829.261-014.
- c. The mandatory related instruction required for registration is satisfied by completion of 432 hours of classroom instruction related to the trade.
- d. Source rating: DT

20. Dental Prosthetic Technician (Dental Laboratory Technician)

- a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.
- b. DOT Code: 712.381-018.

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20. Dental Prosthetic Technician (Dental Laboratory Technician)
(cont'd)

c. The mandatory related instruction required for registration is satisfied by completion of 432 hours of classroom instruction related to the trade.

d. Source rating: DT

21. Drafter, Civil (Professional and Kindred)

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded experience.

b. DOT Code: 005.281.010.

c. The mandatory related instruction required for registration is satisfied by completion of any of the following:

Engineering Aid, Class A1 or
Engineering Aid, Class B or
Engineering Aid, Class C Planning
and Estimating School

d. Source rating: EA

22. Electrical Worker (Electric Motor Repairman)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 721.281.018.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: CE, CTM, EM, ET

23. Electrician

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 824.261.010.

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23. Electrician (cont'd)

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: CE, CTM, EM, ET, MN

24. Electrician, Airplane

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 825.281.018.

c. The mandatory related instruction required for registration is satisfied by completion of the following course:

C-602-2012, AE Class A1 or
C-602-2014, AE Intermediate, Class C7

d. Source rating: AE

25. Electrician, Maintenance

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 829.261.018.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: AS, CE, CTM, EM, EM(NUCS), ET, EW

26. Electronics Mechanic

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 828.281.010.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: AT, AV, AW, CTM, DS, ET, EW, FC, GM,
DT, ST

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27. Fire Fighter

a. Term (duration) of apprenticeship: 2,000 hours of specified and recorded work experience.

b. DOT Code: 373.364-010.

c. The mandatory related instruction required for registration is satisfied by completion of 144 hours of classroom instruction related to the trade.

d. Source ratings: ABF, DC

28. Fire Fighter, Crash

a. Term (duration) of apprenticeship: 2,000 hours of specified and recorded work experience.

b. DOT Code: 373.664-010.

c. The mandatory related instruction required for registration is satisfied by completion of 144 hours of classroom instruction related to the trade.

d. Source ratings: ABF

29. Foundryman (Molder)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 518.361.010.

c. The mandatory related instruction required for registration is satisfied by completion of one of the following courses:

A-790-0011, Molder Journeyman, Class A1 or
A-790-0010, Molder, Class A1

d. Source rating: ML

30. Fuel System Maintenance Worker

a. Term (duration) of apprenticeship: 4,000 hours of specified and recorded work experience.

b. DOT Code: 373.664-010.

30. Fuel System Maintenance Worker (cont'd)

c. The mandatory related instruction required for registration is satisfied by completion of 288 hours of classroom instruction related to the trade.

d. Source ratings: ABF

31. Heavy Equipment Operator (Operating Engineer)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 859.683-010.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: EO

32. Hydroelectrical Machinery Mechanic

a. Term (duration) of apprenticeship: 4,000 hours of specified and recorded work experience.

b. DOT Code: 631.261.010.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: BU, CE, CM, EM, EO, GSE, MM, SW, UT

33. Illustrator (Professional and Kindred)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 141.061-022.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: DM

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34. Legal Secretary

a. Term (duration) of apprenticeship: 2,000 hours of specified and recorded work experience.

b. DOT Code: 201.362-010.

c. The mandatory related instruction required for registration is satisfied by completion of 144 hours of classroom instruction related to the trade.

d. Source ratings: LN

35. Machinist (Machine Shop)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 600.280.022.

c. The mandatory related instruction required of registration is satisfied by completion of the following course:

A-702-0019, Machinery Repairman, Class A1

d. Source rating: MR

36. Maintenance Mechanic

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 638.281.014.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: ABE, AS, EN, MM, TM

37. Maintenance Mechanic Repairer (Lock and Safe Repair)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 709.281.010.

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37. Maintenance Mechanic Repairer (Lock and Safe Repair)
(cont'd)

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: MA, MR

38. Maintenance Mechanic Telephone

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 822.281-018.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: IC

39. Meteorologist

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 025.062.010.

c. The mandatory related instruction required for registration is satisfied by completion of the following course:

C-420-2011, Oceanographic Analyst-Forecaster, Class C1

d. Source rating: AG

40. Office Machines Servicer

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 633.281.018.

c. The mandatory related instruction required for registration is satisfied by completion of any five of the following six courses:

A-670-0028, IBM Selectric Typewriter Repair

A-670-0027, IBM D-1 Electric Typewriter Repair

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40. Office Machines Servicer (cont'd)

A-670-0031, Remington Adder Model 4
 A-670-0032, Frieden Calc., Model STW Repair
 A-670-0034, Electronic Calculator Repair
 A-670-0035, Bell & Howell Ditto Combo. Copier
 Duplicator, Model 441N Repair or
 A-670-0010, Instrumentman, Class A plus any three of the
 above courses

d. Source rating: IM

41. Offset Press Operator I (Lithographer)

a. Term (duration) of apprenticeship: 8,000 hours of
 specified and recorded work experience.

b. DOT Code: 651.482-010.

c. The mandatory related instruction required for
 registration is satisfied by completion of 576 hours of classroom
 instruction related to the trade.

d. Source rating: LI

42. Patternmaker

a. Term (duration) of apprenticeship: 8,000 hours of
 specified and recorded work experience.

b. DOT Code: 661.281-022.

c. The mandatory related instruction required for
 registration is satisfied by completion of 576 hours of classroom
 instruction related to the trade.

d. Source rating: PM

43. Photographer, Motion Picture

a. Term (duration) of apprenticeship: 6,000 hours of
 specified and recorded work experience.

b. DOT Code: 143.062.022.

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43. Photographer, Motion Picture (cont'd)

c. The mandatory related instruction required for registration is satisfied by completion of:

C-400-2010, Navy Cinema Television Production Specialist, Class C

d. Source rating: PH

44. Photographer, Still

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 143.062.030.

c. The mandatory related instruction required for registration is satisfied by completion of the following courses:

C-400-2011, Photographer's Mate Class C1 or
C-400-2023, Photographic Laboratory Administration plus
any four of the following courses:
C-400-2024, Photographic Quality Control
C-400-2025, Colorful Photography
C-400-2026, Illustrative Photography
C-400-2027, Portraiture
C-400-2028, Still Documentary
C-400-2029, Sound/Slide or
C-400-2030, Advanced Photographic Training

d. Source rating: PH

45. Pipefitter (Any industry)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 862.381.018.

c. The mandatory related instruction required for registration is satisfied by completion of one of the following courses:

A-720-0012, Utilitiesman, Class A1 or
A-720-0013, Advanced Utilitiesman, Class A or
A-495-0035, Hull Maintenance Technician, Class A

d. Source rating: HT, UT

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46. Pipe Coverer and Insulator (Pipe Lagger)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 863.381.014.

c. The mandatory related instruction required for registration is satisfied by completion of the following:

SAME AS PIPEFITTER (above)

d. Source ratings: HT, UT

47. Police Officer I

a. Term (duration) of apprenticeship: 4,000 hours of specified and recorded work experience.

b. DOT Code: 375.263-014.

c. The mandatory related instruction required for registration is satisfied by completion of 288 hours of classroom instruction related to the trade.

d. Source ratings: MA

48. Postal Clerk

a. Term (duration) of apprenticeship: 4,000 hours of specified and recorded work experience.

b. DOT Code: 243.367-014.

c. The mandatory related instruction required for registration is satisfied by completion of 288 hours of classroom instruction related to the trade.

d. Source ratings: PC

49. Power Plant Operator

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 952.382.018.

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49. Power Plant Operator (cont'd)

c. The mandatory related instruction required for registration is satisfied by completion of 432 hours of classroom instruction related to the trade.

d. Source rating: BT, GSM

50. Power Plant Pump Repairer

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 630.281.018.

c. The mandatory related instruction required for registration is satisfied by completion of 432 hours of classroom instruction related to the trade.

d. Source ratings: BT, MR

51. Pumper-Gager

a. Term (duration) of apprenticeship: 2,000 hours of specified and recorded work experience.

b. DOT Code: 914.382-014.

c. The mandatory related instruction required for registration is satisfied by completion of 144 hours of classroom instruction related to the trade.

d. Source ratings: ABF

52. Radio Operator

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 193.262-026.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: RM

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53. Recruiter/Career Counselor (Counselor)

a. Term (duration) of apprenticeship: 2,000 hours of specified and recorded work experience.

b. DOT Code: 045.107-010.

c. The mandatory related instruction required for registration is satisfied by completion of 144 hours of classroom instruction related to the trade.

d. Source ratings: NC, Career Counselors, and Recruiters

54. Rigger

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 921.280.010.

c. The mandatory related instruction for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: BM, HT, SW

55. Sheet Metal Worker

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 804.281.010.

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: AM, HT, SW

56. Shipfitter

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 806.381-046.

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56. Shipfitter (cont'd)

c. The mandatory related instruction required for registration is satisfied by completion of 576 hours of classroom instruction related to the trade.

d. Source ratings: HT

57. Truck Mechanic (Automobile)

a. Term (duration) of apprenticeship: 8,000 hours of specified and recorded work experience.

b. DOT Code: 620.261.010.

c. The mandatory related instruction required for registration is satisfied by completion of one of the following:

A-610-0022, Construction Mechanic, Class A or
A-730-0010, Equipment Operator, Class A

d. Source ratings: CM, EN, EO

58. Upholsterer (Upholstery Repairman)

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 780.681.010.

c. The mandatory related instruction required for registration is satisfied by completion of:

Appropriate Civilian Course of Instruction

d. Source ratings: BM, HT, PR

59. Water Treatment Plant Operator (Water Works)

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 954.382-014.

c. The mandatory related instruction required for registration is satisfied by completion of 432 hours of classroom instruction related to the trade.

d. Source ratings: UT

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60. Welder

a. Term (duration) of apprenticeship: 6,000 hours of specified and recorded work experience.

b. DOT Code: 819.384.010.

c. The mandatory related instruction required for registration is satisfied by completion of 432 hours of classroom instruction related to the trade.

d. Source ratings: AM, HT, SW